

# Exhibition Participation Confirmation

Date: [Insert Date]

To:

[Gallery Name]

[Gallery Address]

[City, State, Zip Code]

Dear [Gallery Owner/Director's Name],

We are pleased to confirm your participation in the [Exhibition Name] scheduled to take place from [Start Date] to [End Date] at [Venue Name]. We are excited to showcase your gallery's unique collection and believe it will greatly enhance the overall experience of the event.

Details of your participation are as follows:

- **Booth Number:** [Insert Booth Number]
- **Setup Date:** [Insert Setup Date]
- **Exhibition Hours:** [Insert Hours]
- **Contact Person:** [Insert Contact Name]

Please do not hesitate to reach out if you have any questions or require further information. We look forward to your participation and an exciting exhibition.

Warm regards,

[Your Name]

[Your Position]

[Exhibition Organization Name]

[Contact Information]